



PURCHASING DEPARTMENT
STRATFORD, CONNECTICUT

INVITATION TO BID

BID #2009-033 BUS TRANSPORTATION FOR RECREATION
DEPT. SUMMER DAY TRIPS

The Town of Stratford, Connecticut, through the Office of the Purchasing Agent, will receive SEALED BIDS for performing the work outlined in the accompanying specifications, in accordance with the following instructions, conditions and reservations.

A. CLOSING DATE:

Bids will be received until 4:00 P.M., April 8, 2009, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Purchasing Agent's Office, 2nd Flr, Town Hall, Stratford, Connecticut.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids, or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 30 days after the actual opening thereof.

B. INSTRUCTIONS:

Bids must be submitted IN DUPLICATE, on the enclosed bid forms. The extra copy is for your files. Extra copies are available upon request. All bids must be addressed to the attention of the Purchasing Agent, in the enclosed Bid Envelope, sealed and with the appropriate bid number and closing date noted thereon. Bids may be mailed or submitted in person at the Purchasing Department. Faxed bids are NOT accepted.

C. CONDITIONS:

1. Bid Surety: WAIVED FOR THIS BID.
2. Performance Bond: WAIVED FOR THIS BID.
3. Insurance Requirements:

A. General Liability

Occurrence limit \$1,000,000; aggregate limit \$2,000,000. The insurance carried by the proposer shall be on form CG 00 01, or equivalent. The Town of Stratford shall be named as an additional insured on the contractor's General Liability Insurance Policy with form CG 20 10 or CG 20 33, *and* CG 20 37.

B. Automobile Liability

Combined single limit of \$1,000,000. Comprehensive automobile policy to cover all owned, hired or non-owned automobiles or vehicles.

C. Workers Compensation

The proposer must have workers' compensation and employers liability insurance as required by Connecticut and federal law, plus employers liability limits of \$1,000,000 per accident, 1,000,000 disease each employee and \$1,000,000 disease policy limit.

D. Umbrella Liability

The proposer shall have a minimum coverage of \$3,000,000 excess umbrella coverage, naming the Town as additional insured.

E. Professional Liability

The proposer must maintain an Appraiser's Professional Liability Insurance policy with an occurrence limit \$1,000,000 and an aggregate limit \$2,000,000. Any deductible applicable to a claim must be noted on the certificate of insurance.

The proposer shall procure and pay for the insurance coverage described above and must maintain the indicated insurance for a period of two (2) years after completion of the contract. All policies shall provide for thirty (30) days written notice prior to cancellation, substantial change or nonrenewal. The successful bidder must file the required Performance Bond and an Insurance Certificate within two weeks of the date of notification of award. Failure or neglect to do so may be considered by the Town as proof that the proposer is unable to fulfill the contract. A current insurance certificate and a copy of the endorsement or policy wording adding the Town as Additional Insured must be in the Town's possession at all times. In addition, the selected firm shall require its subcontractors, if any, to meet the same insurance requirements and to furnish the Town with similar evidence of insurance.

In addition, the proposer shall, at all times, save, indemnify and hold harmless the Town of Stratford, its officers, agents, employees and servants from liability of any nature or kind, including costs and expenses for or on account of, any patented or copyrighted equipment, materials, articles, or processes used in the performance of this contract, or on account of any and all claims, damages, losses, litigation expense and counsel fees arising out of loss or injuries (including death) sustained by or alleged to have been sustained by the public or any persons affected by the proposer's work, or by the proposer or any subcontractor, or anyone directly or indirectly employed by them while engaged in the performance of their duties in connection with this contract.

PLEASE NOTE: Naming the Town of Stratford as Certificate Holder is NOT sufficient. The Town of Stratford must be named as Additional Insured ON THE POLICY.

D. AWARD PROCEDURE:

The successful bidder will be notified verbally as soon as possible, to be confirmed in writing, of the intended award, so that arrangements can be made for the necessary Insurance Certificate. Insurance Certificate must be in place before the Town can award the contract. A formal Town Purchase Order is the vendor's only authorization to proceed with the contract.

Once the Purchase Order is issued, and the contract implemented, vendor should send their invoices to the Purchasing Department for processing. DO NOT send invoices to the Recreation Department. Do not include taxes of any kind on your invoices; the Town is exempt.

E. RESERVATIONS:

The Town of Stratford may consider informal any bid not prepared and submitted in accordance with the provisions herein stated.

The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive informalities in said proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

F. SPECIFICATIONS:

See attached.

Michael Bonnar, Purchasing Agent
203-385-4044

BID #2009-033 – Bus Transportation for Recreation Dept. Summer Day Trips

The following are specifications for the summer bus transportation bid for the Recreation Department's Playground, Summer Soiree Day Camp and Birdseye Day Camp programs:

Contract:

To provide bus transportation for the Recreation Department for the summer playgrounds, Summer Soiree Day Camp and Birdseye Day Camp. Buses shall be school type buses with safety lights and stop arms. The Birdseye Camp will need a price for 1 handicapped (wheelchair) accessible van as well as a school bus.

Playgrounds and Day Camps:

Buses will be Monday to Friday periodically from June 29 through August 28, 2009. Buses will be needed two to five times per week between the hours of 8:30 am and 5:00 pm. Youngsters will be transported between 6 Town playgrounds and 2 Day Camps. Side trips may include Rocky Neck, Six Flags Amusement Park, Short Beach Park, Lake Compounce, Flood Pool, Stratford Duckpin Lanes, Ocean Beach, Bronx Zoo, Lake Quassapaug, Hammonasset, Farmington River, Mystic Aquarium, Norwalk Maritime, Beardsley Zoo, Roosevelt Forest, Discovery Museum, Barnum Museum, Bridgeport Harbor Yard, the "Wall" in Wallingford, Stamford Vertical Wall, Peabody Museum in New Haven, Mystic Seaport, New Britain Rock Cats Stadium, Trumbull Movie Theatre, Stratford Regal Movie Theater and Stamford Children's Museum. In addition, Pequot Museum, Gillette Castle, Sleeping Giant in Hamden, Shelton Rinks, Nutmeg Bowling Lanes in Fairfield, Club Getaway in Kent and Science Center of CT in West Hartford, Prime Climb Mountain Fun in Wallingford, United Indoor Soccer in Fairfield, Stone Age Rock Gym in Manchester, Dadds Extreme Indoor Sports in West Haven, Dinosaur Place in Montville, Bounce U, Barker Character Comic Museum in Cheshire, New England Air Museum, AMF Bowling in Milford, Eli Whitney Museum, R&B World in Winsted, Conn. SportsPlex in N. Branford, Laser Planet, Roller Magic in Waterbury.

Birdseye Day Camp:

A handicapped accessible van will be needed to pickup youngsters at camp and take them to various locations two or three times per week, Monday through Friday, June 29 – August 7. Side trips are the same as listed above.

Quote price per day per bus for playgrounds and handicapped accessible van for Day Camp.

Quote prices for side trips separately. (Either the daily rate or the side trip rate will apply on any given day - not both.)

Bid Bond and Performance Bond are waived in this instance. However, the Insurance Certificate as covered in the attached papers will be required.

Contact Pat Patusky, Supt. of Recreation, regarding any questions on this bid. Her phone number is 203-385-4052.

BID SHEET

BID 2009-033, Due date: 4:00 P.M., April 8, 2009 - Bus Transportation for Recreation Dept Summer Day Trips.

We, the undersigned, submit the following proposal for your consideration, in full accordance with your above-noted Request for Quotation, and the instructions, conditions, specifications and reservations thereof.

If we are awarded this contract, we shall abide by all provisions of this request or BID 2009-033.

PLAYGROUND BUS PRICE PER DAY PER BUS: \$ _____

LEARNING CAMPS BUS - HANDICAP ACCESS PRICE PER DAY PER BUS: \$ _____

SIDE TRIPS ***

ROCKY NECK	PRICE PER DAY PER BUS: \$ _____
SIX FLAGS AMUSEMENT PARK	PRICE PER DAY PER BUS: \$ _____
SHORT BEACH PARK	PRICE PER DAY PER BUS: \$ _____
LAKE COMPOUNCE	PRICE PER DAY PER BUS: \$ _____
FLOOD POOL	PRICE PER DAY PER BUS: \$ _____
STRATFORD DUCKPIN LANES	PRICE PER DAY PER BUS: \$ _____
MYSTIC SEAPORT	PRICE PER DAY PER BUS: \$ _____
OCEAN BEACH	PRICE PER DAY PER BUS: \$ _____
BRONX ZOO	PRICE PER DAY PER BUS: \$ _____
NEW BRITAIN ROCK CATS STADIUM	PRICE PER DAY PER BUS: \$ _____
LAKE QUASSAUG	PRICE PER DAY PER BUS: \$ _____
HAMMONASSET STATE PARK	PRICE PER DAY PER BUS: \$ _____
FARMINGTON RIVER	PRICE PER DAY PER BUS: \$ _____
MYSTIC AQUARIUM	PRICE PER DAY PER BUS: \$ _____
NORWALK MARITIME	PRICE PER DAY PER BUS: \$ _____
BEARDSLEY ZOO	PRICE PER DAY PER BUS: \$ _____
ROOSEVELT FOREST	PRICE PER DAY PER BUS: \$ _____
DISCOVERY MUSEUM	PRICE PER DAY PER BUS: \$ _____
BARNUM MUSEUM	PRICE PER DAY PER BUS: \$ _____
"WALL" IN WALLINGFORD	PRICE PER DAY PER BUS: \$ _____
STAMFORD VERTICAL WALL	PRICE PER DAY PER BUS: \$ _____
BRIDGEPORT HARBOR YARD	PRICE PER DAY PER BUS: \$ _____
TRUMBULL MOVIE THEATER	PRICE PER DAY PER BUS: \$ _____
STAMFORD CHILDRENS MUSEUM	PRICE PER DAY PER BUS: \$ _____
STRATFORD REGAL THEATER	PRICE PER DAY PER BUS: \$ _____
SLEEPING GIANT - HAMDEN	PRICE PER DAY PER BUS: \$ _____
SHELTON RINKS	PRICE PER DAY PER BUS: \$ _____
NUTMEG BOWLING - FAIRFIELD	PRICE PER DAY PER BUS: \$ _____
CLUB GETAWAY - KENT	PRICE PER DAY PER BUS: \$ _____
PEABODY MUSEUM	PRICE PER DAY PER BUS: \$ _____
PEQUOT MUSEUM	PRICE PER DAY PER BUS: \$ _____
GILLETTE CASTLE	PRICE PER DAY PER BUS: \$ _____
SCIENCE CENTER IN WEST HARTFORD	PRICE PER DAY PER BUS: \$ _____
PRIME CLIMB IN WALLINGFORD	PRICE PER DAY PER BUS: \$ _____
UNITED INDOOR SOCCER - FAIRFIELD	PRICE PER DAY PER BUS: \$ _____
STONE AGE ROCK GYM - MANCHESTER	PRICE PER DAY PER BUS: \$ _____
DADDS EXTREME SPORTS - W HAVEN	PRICE PER DAY PER BUS: \$ _____
DINOSAUR PLACE - MONTVILLE	PRICE PER DAY PER BUS: \$ _____

BOUNCE U	PRICE PER DAY PER BUS: \$ _____
BARKER CHAR COMIC MUSEUM CHESIRE	PRICE PER DAY PER BUS: \$ _____
NEW ENGLAND AIR MUSEUM	PRICE PER DAY PER BUS: \$ _____
AMF BOWLING – MILFORD	PRICE PER DAY PER BUS: \$ _____
ELI WHITNEY MUSEUM	PRICE PER DAY PER BUS: \$ _____
R & B WORLD – WINSTED	PRICE PER DAY PER BUS: \$ _____
SPORTS PLEX – NORTH BRANFORD	PRICE PER DAY PER BUS: \$ _____
LASER PLANET	PRICE PER DAY PER BUS: \$ _____
ROLLER MAGIC – WATERBURY	PRICE PER DAY PER BUS: \$ _____

***EITHER DAILY RATE OR SIDE TRIP RATE WILL APPLY ON ANY GIVEN DAY - NOT BOTH!

Company Name : _____

Address : _____

Phone : _____ Date : _____

Authorized Signature : _____

Print Name : _____

Title : _____